

**Date:** May 12, 2014

**To:** Thomas J. Bonfield, City Manager  
**Through:** Keith Chadwell, Deputy City Manager  
**From:** Kevin Dick, Director, Office of Economic and Workforce Development  
**Subject:** Contract Amendment with Achievement Academy of Durham to provide Workforce Investment Act youth program elements services from July 1, 2014 – June 30, 2015.

### **Executive Summary**

This memorandum outlines a recommendation to renew the current contract with Achievement Academy of Durham (AAD) from July 1, 2014 to June 30, 2015 and increase the amount of the contract by \$104,000.00 to provide Workforce Investment Act (WIA) Youth program elements services for up to 44 WIA eligible youth in the Youth Employed and Succeeding (YES) program. Approval of this contract amendment will allow uninterrupted services to be provided to WIA youth beyond the existing contractual completion date (set to expire on June 30, 2014). The total contract amount will not exceed \$156,000.00 with this amendment.

### **Recommendation**

The Office of Economic and Workforce Development (OEWD) recommends that City Council authorize the City Manager to execute a contract amendment with Achievement Academy of Durham to provide youth program elements services from July 1, 2014 through June 30, 2015 and increase the amount of the contract by \$104,000.00 for a total contract amount not to exceed \$156,000.00.

### **Background**

As a result of the Request for Proposals (RFP) that closed on October 14, 2013 the Durham Workforce Development Board (DWDB) at their November 21, 2013 board meeting, unanimously approved the RFP Review Panel and DWDB Executive Committee's recommendation that AAD be awarded a (new) contract to operate the YES program from January 1, 2014 to June 30, 2014, in an amount not to exceed \$52,000.00.

### **Service Delivery and Performance**

AAD was awarded the contract to provide employment and training services for WIA eligible youth that included:

- . Leadership Development
- . Tutoring/Pre-GED
- . Alternative Secondary School Education/GED

Participants served under the existing contract and services received through April 30, 2014 have included:

Services*	
Pre-GED	17
Students in GED class/ Number of GEDs earned	22/11
In Leadership Development (most youth receive in addition to another service)	38
TOTAL SERVED	39

*\*The 39 youth may be receiving one or more of the above services*

### Issues and Analysis

AAD has contributed to the YES Program in being on pace to meet and/or exceed state performance goals for the previous year. AAD's work in recruiting participants; providing sound leadership development opportunities; providing Tutoring and Alternative Secondary School Education, and referrals; has helped the region achieve the following performance outcomes (based upon the Workforce Investment Act Common Measures):

Measure	Performance for PY 2012	Goal	Meeting Goal
Placement in Education or Employment	81.25%	69%	Exceeded Goal
Attainment of a Degree or Certificate	60%	56.40%	Exceeded Goal
Literacy and Numeracy Gain	45.95%	39.20%	Exceeded Goal

The estimated funding amount \$104,000.00 would be for payments of up to \$1,989.36 per participant for Alternative Secondary Education; \$1,574.40 per participant for Leadership Development; \$1,678.08 per participant for Tutoring and Study Skills Instruction; and \$1,452.36 for Adult mentoring. Achievement Academy of Durham, Inc. has a proven track record of helping high school dropouts prepare for and receive GED's, improve their academic performance in the face of significant life challenges, such as criminal backgrounds and teen pregnancy, and enter post-secondary education.

### Funding Considerations

- The current contract with Achievement Academy of Durham is for \$52,000.00 and expires June 30, 2014. This contract resulted from the RFP that was released in August 2013 and awarded to AAD in January 2014, and is renewable annually (per the RFP and DWDB approval) for up to two additional years based on performance and funding availability;
- OEWD determined that AAD met the performance under the FY13 contract, and has made a recommendation to the DWDB to extend the contract with AAD.
- The DWDB is recommending to increase the amount of the contract with AAD by \$104,000.00 (for a total contract amount not to exceed \$156,000.00) to provide up to 44 WIA eligible youth with employment and training services in the YES program;
- A contract extension with AAD will provide uninterrupted services to WIA eligible youth currently enrolled in the YES program.

### Alternatives

The City Council could elect to not enter into and/or renew a contract with Achievement Academy of Durham, leaving the City without a provider of the services outlined in the

background section for the YES program, and forcing the City to advertise for proposals or directly manage the program until a new provider is identified. If another provider is not identified through the RFP process, this would require the Office of Economic and Workforce Development to directly manage the program which is inconsistent with the language in the federal Workforce Investment Act that states that Workforce Investment Act services should be provided under contract or voucher.

The City Council could also elect to reduce the amount of the proposed contract extension with AAD, which could result in fewer services provided to WIA eligible youth and/or less youth being served under this contract from July 1, 2014 – June 30, 2015.

#### **Financial Impact**

Achievement Academy of Durham would be approved for payments of up to \$156,000.00. Funds for this contract will have no impact on the City of Durham General Fund. Funds for this contract are paid with WIA Youth dollars that are received by OEWD from the United States Department of Labor through the North Carolina Department of Commerce Division on Workforce Solutions to the City and the Durham Workforce Development Board.

#### **SDBE Summary**

An SDBE summary is inapplicable because no project-specific goals have been set and no SDBE's are involved in this item.

#### **Attachments**

Contract with Achievement Academy of Durham to Provide WIA Youth Services, 16 pages.